

MULTI-PURPOSE BALANCE SHEET

(For Class D and C Licenses Only)

Instructions: Complete only the sections that pertain to your **company structure**. Do not include personal items on corporate and LLC statements. Please complete the schedules first then transfer the totals to this balance sheet. You may substitute a **CPA-prepared financial statement** for this balance sheet. Do not substitute in-house balance sheets, bank financials statements or tax returns as they are unacceptable.

Name: _____ Date of Balance Sheet: _____
(must be less than 6 months old)

License No. : _____

ASSETS

		CURRENT	NON-CURRENT	TOTAL
1. Cash (Schedule A)	a	_____		
2. Cash Equivalents (Schedule B)	a	_____		
3. Investments (Schedule C)			b _____	
4. Accounts Receivable (Schedule D)			b _____	
5. Accounts & Notes Receivable (Schedule E)	a	_____ b _____		
6. Inventory (Schedule F)	a	_____		
7. Other Current Assets (Schedule G)	a	_____		
8. Other Long-Term Assets (Schedule H)			b _____	
9. Personal Residential Real Estate (Schedule I)			b _____	
10. Other Real Estate (Schedule J)			b _____	
11. Equipment (Schedule K)			b _____	
12. TOTALS (SUMS OF LINES 1 THROUGH 12)	a	_____ b _____		
13. TOTAL ASSETS (SUMS OF 12a AND 12b)				c _____

LIABILITIES & OWNER'S EQUITY

		CURRENT	NON-CURRENT	TOTAL
14. Accounts Payable (Schedule L)	a	_____		
15. Taxes Payable (Schedule M)	a	_____		
16. Notes Payable Equipment (Schedule N)	a	_____ b _____		
17. Notes Payable Residential Real Estate (Schedule O)	a	_____ b _____		
18. Notes Payable Other Real Estate (Schedule P)	a	_____ b _____		
19. Notes Payable Shareholders (Schedule Q)	a	_____ b _____		
20. Notes Payable Other (Schedule R)	a	_____ b _____		
21. Credit Cards (Schedule S)	a	_____ b _____		
22. Other Liabilities (Schedule T)	a	_____ b _____		
22. TOTALS (SUMS OF LINES 13 THROUGH 21)	a	_____ b _____		
23. TOTAL LIABILITIES (SUM OF 22a AND 22b)				c _____
23. TOTAL OWNERS EQUITY (LINE 13c MINUS LINE 23c)				c _____
24. WORKING CAPITAL (LINE 12a MINUS LINE 22a)				c _____

SCHEDULES

(Attach additional pages as necessary)

Instructions: Complete the following schedules and transfer figures to page 1 of this balance sheet.

SCHEDULE A: CASH (CHECKING, SAVINGS, CD, ETC.)

NAME OF BANK	LOCATION/BRANCH	NATURE OF ACCOUNT IE: CHECKING, SAVINGS, CD, ETC.)	BALANCE
CARRY TOTAL TO BALANCE SHEET			(1a)

SCHEDULE B: CASH EQUIVALENTS (MARKETABLE SECURITIES, STOCKS, BONDS, IRA, ETC.)

DESCRIPTION	ORIGINAL PRICE	MARKET VALUE	LOWER OF COST OR MARKET VALUE
CARRY TOTAL TO BALANCE SHEET			(2a)

SCHEDULE C: INVESTMENTS (NON-MARKETABLE STOCK & INVESTMENTS, INVESTMENTS IN OTHER COMPANIES, ETC.)

DESCRIPTION	ORIGINAL PRICE	MARKET VALUE	LOWER OF COST OR MARKET VALUE
CARRY TOTAL TO BALANCE SHEET			(3b)

SCHEDULE D: ACCOUNTS RECEIVABLE (Do not include unearned contracts for which work still needs to be performed or for which construction costs are yet to be incurred. Adjust balance for bad debt reserve if collection is not assured.) Include contract progress billings and retained amounts.

CONTRACT NAME OR PERSON WHO OWES YOU MONEY	TOTAL DUE	DUE WITHIN ONE YEAR	DUE AFTER ONE YEAR
CARRY TOTALS TO BALANCE SHEET		(4a)	(4b)

SCHEDULE E: ACCOUNTS AND NOTES RECEIVABLE

RECEIVABLE FROM	MONTHLY PMT	INTEREST RATE	BALANCE	DUE WITHIN ONE YEAR	DUE AFTER ONE YEAR
CARRY TOTALS TO BALANCE SHEET				(5a)	(5b)

SCHEDULE F: INVENTORY (MATERIAL TO BE SOLD TO CUSTOMERS)

DESCRIPTION	YEAR PURCHASED	ORIGINAL COST	CURRENT VALUE
CARRY TOTAL TO BALANCE SHEET			(6a)

SCHEDULE G: OTHER CURRENT ASSETS (Employee Advances, Prepaids, Deposits, Cash Value of Life Insurance)

DESCRIPTION	ORIGINAL COST	MARKET VALUE
CARRY TOTAL TO BALANCE SHEET		(7a)

SCHEDULE H: OTHER LONG-TERM ASSETS

DESCRIPTION	ORIGINAL COST	MARKET VALUE
CARRY TOTAL TO BALANCE SHEET		(8b)

SCHEDULE I: PERSONAL RESIDENCE REAL ESTATE OWNED (LIST MORTGAGES IN SCHEDULE O)

TYPE OF PROPERTY	YEAR PURCHASED	TITLE IN NAME OF	ORIGINAL COST	MARKET VALUE
CARRY TOTAL TO BALANCE SHEET				(9b)

SCHEDULE J: OTHER REAL ESTATE OWNED (LIST MORTGAGES IN SCHEDULE P)

TYPE OF PROPERTY	YEAR PURCHASED	TITLE IN THE NAME OF	ORIGINAL COST	ACCUMULATED DEPRECIATION	MARKET VALUE
CARRY TOTAL TO BALANCE SHEET					(10b)

SCHEDULE K: CONSTRUCTION EQUIPMENT, TOOLS, VEHICLES, OFFICE EQUIPMENT (ONLY LIST ASSETS THAT ARE USED IN YOUR BUSINESS. SMALL POWER TOOLS, HAND TOOLS, ETC. THEY MAY BE GROUPED IN ONE "MISCELLANEOUS" CATEGORY. PLEASE LIST CONTRACT INFORMATION IN SCHEDULE N.)

DESCRIPTION (YEAR, MAKE & MODEL)	YEAR PURCHASED	TITLE IN THE NAME OF	ORIGINAL COST	ACCUMULATED DEPRECIATION	BOOK VALUE	MARKET VALUE
CARRY TOTAL TO BALANCE SHEET					(11b)	

* PLEASE NOTE A DEPRECIATION SCHEDULE MAY BE SUBSTITUTED FOR THIS FORM. ON ORIGINAL APPLICATIONS, FILL OUT COMPLETELY. FOR RENEWALS, ONLY LIST THE TOTALS TO BE CARRIED TO THE BALANCE SHEET.

PAYABLE TO	AMOUNT
CARRY TOTAL TO BALANCE SHEET	(13a)

GOVERNMENTAL AGENCY	TAXES PAYABLE	TOTAL TAXES DUE
CARRY TOTAL TO BALANCE SHEET		(14a)

PAYABLE TO	MONTHLY PMT	INTEREST RATE	BALANCE	DUE WITHIN ONE YEAR	DUE AFTER ONE YEAR
CARRY TOTALS TO BALANCE SHEET				(15a)	(15b)

SCHEDULE O: NOTES PAYABLE - RESIDENCE REAL ESTATE

balance minus 16a = 16b

PAYABLE TO	MONTHLY PMT	INTEREST RATE	BALANCE	DUE WITHIN ONE YEAR	DUE AFTER ONE YEAR
CARRY TOTALS TO BALANCE SHEET				(16a)	(16b)

SCHEDULE P: NOTES PAYABLE - OTHER REAL ESTATE

balance minus 17a = 17b

PAYABLE TO	MONTHLY PMT	INTEREST RATE	BALANCE	DUE WITHIN ONE YEAR	DUE AFTER ONE YEAR
CARRY TOTALS TO BALANCE SHEET				(17a)	(17b)

SCHEDULE Q: NOTES PAYABLE - SHAREHOLDERS AND OTHER RELATED PARTIES

balance minus 18a = 18b

PAYABLE TO	MONTHLY PMT	INTEREST RATE	BALANCE	DUE WITHIN ONE YEAR	DUE AFTER ONE YEAR
CARRY TOTALS TO BALANCE SHEET				(18a)	(18b)

SCHEDULE R: NOTES PAYABLE - OTHER (OPERATING LOANS, LINES OF CREDIT, ETC - SPECIFY)

PAYABLE TO	MONTHLY PMT	INTEREST RATE	BALANCE	DUE WITHIN ONE YEAR	DUE AFTER ONE YEAR
CARRY TOTALS TO BALANCE SHEET				(19a)	(19b)

SCHEDULE S: CREDIT CARDS

balance minus 20a = 20b

PAYABLE TO	MONTHLY PMT	INTEREST RATE	BALANCE	DUE WITHIN ONE YEAR	DUE AFTER ONE YEAR
CARRY TOTALS TO BALANCE SHEET				(20a)	(20b)

SCHEDULE T: OTHER LIABILITIES

balance minus 21a = 21b

PAYABLE TO	MONTHLY PMT	INTEREST RATE	BALANCE	DUE WITHIN ONE YEAR	DUE AFTER ONE YEAR
CARRY TOTALS TO BALANCE SHEET				(21a)	(21b)